

From: owner-samii-hr@mail.mo.gov [mailto:owner-samii-hr@mail.mo.gov] On
Behalf Of SAMII HR
Sent: Tuesday, January 03, 2006 12:48 PM
To: samii-hr@mail.mo.gov
Subject: Desktop Upgrade Reminder

The SAMII HR system and the SAMII HR Data Warehouse will not be available on Saturday morning, January 7th. An upgrade to the SAM II HR system is scheduled for January 9, 2006.

A complete list of the changes associated with the upgrade is available for review on the SAM II web site under HR Scheduled Upgrades <http://www.missouri.gov/mo/samii/hr/hrupgrades/>.

The upgrade requires a new desktop installation. The IT staff at your agency can access the desktop update from the SAM II Technical Web Site at <http://www.oa.state.mo.us/itsd/samii/samii.html> . The update should be installed after close of business on Friday, January 7th and before start of business on Tuesday, January 10th.

The database changes to both the SAMII HR Advantage System & the HR Data Warehouse will be made on Saturday morning, January 7th. Preliminary payroll will be run on Saturday night which will create interface files.

Due to regularly scheduled payroll processing, the HR system will not be available to agencies on Monday, January 9th. The system will be available on Tuesday morning as usual. On Tuesday, when you log on, ensure that the correct build date appears on the log in screen (Version 2.3.2 Build Date 1/9/2006).

If you have any questions regarding the installation of the new desktop, please have your technical coordinator contact the HR Technical Help Desk at 522-1500 (option 2) or e-mail HR_Support@oa.mo.gov .

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